



Community Development Department

6400 El Verde Road

Leon Valley, Texas 78238

Phone: (210) 684-1391 x 226

Fax: (210) 684-6988

BUILDING PERMIT APPLICATION

REQUIREMENTS: (1) Building Permit Application, (3) Plot Plans, (3) Building Plans with Specifications

NOTE: Allow 2 days to 2 weeks for Plan Reviews and Permits

Date: _____

Permit #: _____

Part I. - Location of Building ((PLEASE PRINT or TYPE))

Location: _____ **Zoning District:** _____

Subdivision: _____ **Lot:** _____ **Block:** _____ **CB:** _____

Part II. - Type, Registration, Cost
(Complete Sections A-D)

A. Type of Improvement

1. ☐ New Building - Type: _____
2. ☐ Addition
3. ☐ Alteration
4. ☐ Repair or Replacement
5. ☐ Demolition
6. ☐ Moving (relocation)
7. ☐ Foundation Only
8. ☐ Storage Bldg./Shed Only

C-1. Commercial Registration

- ☐ Asbestos Survey included
(For Existing Structures Only)

**Texas Department of Licensing
and Regulation (TDLR)**

**Registration
#:** _____

D. Cost/Retail Value of Project

= _____

**Part III. - Plan Details/Project
Specifications/Foundation/Materials**
(Complete Sections E-I, if applicable)

E. New Building Dimensions

1st Story: _____ 2nd Story: _____

No. of Rooms: _____ No. of Rooms: _____

No. of Bath: _____ No. of Bath: _____

Garage: _____ Storage Shed: _____

**Total Square Footage of
New Building Project:** _____

B. Project Type

1. ☐ Commercial—**projects over \$50,000
complete Section C-1**
2. ☐ Residential—**projects over \$20,000
complete Section C-2**

C-2. Residential Registration

**Texas Residential Construction
Commission (TRCC)**

**Registration
#:** _____

F. Current Dimensions

(pertains to existing buildings, additions,
alterations, repairs, demolitions, and relocations
only)

1st Story: _____ 2nd Story: _____

G. Altered Dimensions

(pertains to existing buildings, additions,
alterations, repairs, demolitions, and
relocations only)

1st Story _____ 2nd Story: _____

H. Foundation

Dimensions: _____

Total Square Footage: _____

		I. Materials
		Floors:_____
		Roof:_____
		Exterior Walls:_____
		Interior Walls:_____

*******CALL FOR NEXT DAY INSPECTIONS*******

[illegible]

COMMENTS/*CONDITIONS: